

Participant Instructions for POSH 4-day Pre-course Introduction

In an effort to make your training experience meaningful, as well as applicable in the workplace, you are asked to come to this course prepared to discuss the following: short background about your organization; safety and health procedures/practices, etc. within the organization; safety and health hazards that exist; and how hazards are or are not resolved.

Please complete the following pre-course activity relating to safety and health within your organization. Once completed, ask your supervisor to sign the form. Bring the completed and signed form to class. Your responses will be confidential.

Be prepared to discuss your experience(s) during course activities. Your personal input will be valuable in determining how best to address safety issues within your organization, as well as those of your fellow attendees.

Objectives of Pre-course Activity for the POSH 4-day Course:

Organization's Safety Procedures/Practices Background

1. Summarize the organization's current overall attitude toward safety.
  - Are safety and health emphasized within the organization? If so, please explain how they are supported.
  - Are there regular safety meetings, programs, etc.?
  - Is safety and health a full-time position in the organization?
2. Explain how the organization identifies, implements, and resolves safety issues.
3. Identify three safety and health procedures/practices/processes that the organization successfully implemented.
  - Why were these programs successful?

Participant's Safety and Health Procedures/Practices Background

1. Describe your primary role within the organization.
  - Is this position related to safety within the organization? If so, is it a full-time position? If not, what other responsibilities does your position involve?
2. Identify three wish list issues/challenges/gaps that you would most like to improve in your current position as Safety Officer, Safety Manager, Safety Contact, etc.

Principles of Occupational Health and Safety Management Pre-Course Introduction Activity

Questions for POSH 4-day Pre-course Activity (All information will be held in confidence.)

Name: \_\_\_\_\_ Date: \_\_\_\_\_

Supervisor Signature: \_\_\_\_\_

The pre-course work for *Principles of Occupational Health and Safety Management* is mandatory; it will take approximately 60 minutes to complete. Bring your completed and signed pre-course work to class for discussion throughout the course.

1. How many are employed by your organization? \_\_\_\_\_
2. What is the organization's current DART rate? \_\_\_\_\_ (Also include SIC and/or NAICS code.)

Organization's Safety Procedures/Practices Background

1. Summarize the organization's current overall attitude toward safety and health.

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- Are safety and health emphasized within the organization? \_\_\_\_\_
- Are there regularly scheduled safety meetings, programs, etc.? \_\_\_\_\_

2. Explain how the organization identifies, implements, and resolves safety and health issues.

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3. Identify three safety or health procedures/practices/processes that the organization successfully implemented.

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• Why do you think these programs were successful? \_\_\_\_\_

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Participant's Safety and Health Procedures/Practices Background

1. Describe your primary role within the organization.

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• Is this position related to safety and health within the organization? \_\_\_\_\_

2. Identify three "wish list" issues/challenges/gaps that you would most like to improve in your current position as Safety Officer, Safety Manager, Safety Person, etc.

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